



DIRECTOR RECRUITMENT PACK



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WELCOME.

Thank you for your interest in becoming a Trustee of Burnley Leisure & Culture (BLC).

Burnley Leisure & Culture is much more than a leisure operator. We are a charitable organisation dedicated to improving health, wellbeing, participation, cultural engagement and quality of life across Burnley and the wider borough.

Through our leisure centres, fitness facilities, swimming pools, wellbeing programmes, cultural venues and community initiatives, we support thousands of local people every year to become more active, connected and engaged within their communities. As a not-for-profit organisation, every surplus we generate is reinvested into services and initiatives that benefit local residents.

With an annual turnover of approximately £9 million, strong local partnerships and an ambitious vision for the future, BLC plays a vital role in supporting the health and wellbeing of our communities.

As we continue to develop our services and deliver against our strategic ambitions, we are seeking talented and passionate individuals to join our Board and help shape the future of the organisation.



Donna Livesey

Donna Livesey
Chair & Community
Trustee

ABOUT BURNLEY LEISURE & CULTURE

Burnley Leisure & Culture is a charitable trust and company limited by guarantee, delivering leisure, health, wellbeing and cultural services on behalf of local communities.

WE:



Reinvest all surpluses into community services and initiatives



Deliver opportunities that improve physical and mental wellbeing



Operate community hubs that encourage participation and inclusion



Work collaboratively with local authorities, health partners, schools and voluntary organisations



Develop innovative programmes that reduce health inequalities and support healthier lifestyles.



Contribute significant social value across Burnley every year

THE OPPORTUNITY

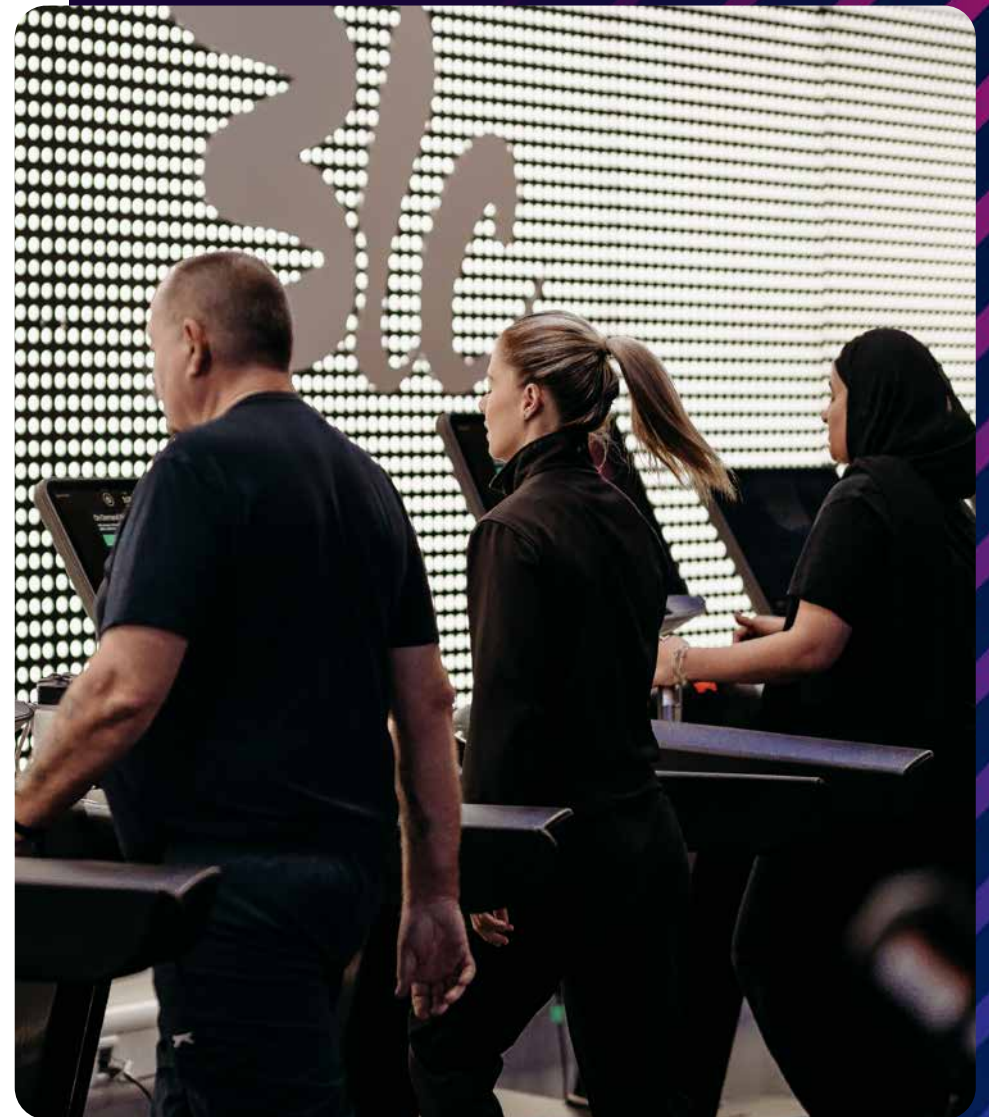
We are seeking new Non-Executive Trustees to strengthen the skills and diversity of our Board.

The Board provides strategic leadership, governance, accountability and oversight, ensuring that Burnley Leisure & Culture remains financially sustainable while delivering meaningful social impact.

This is an opportunity to:

- Influence the future direction of an important community organisation.
- Help improve health and wellbeing outcomes across Burnley.
- Contribute your professional expertise to a respected charitable organisation.
- Work alongside experienced board colleagues and senior leaders.
- Gain valuable board-level and governance experience.

No previous trustee experience is required. We welcome applicants from a wide range of backgrounds who share our commitment to serving local communities.



ROLE OF A TRUSTEE

As a member of the Board, you will:

STRATEGIC LEADERSHIP

- Contribute to the development of organisational strategy.
- Help shape long-term priorities and objectives.
- Monitor performance against strategic goals.

GOVERNANCE AND COMPLIANCE

- Ensure compliance with charity law, company law and regulatory requirements.
- Uphold high standards of governance and ethical leadership.
- Safeguard the reputation and values of the organisation.



FINANCIAL OVERSIGHT

- Monitor financial performance and sustainability.
- Ensure resources are used effectively in pursuit of charitable objectives.
- Review and challenge budgets, financial plans and investment decisions.

RISK MANAGEMENT

- Oversee organisational risk management.
- Ensure appropriate controls and assurance processes are in place.

ADVOCACY

- Act as an ambassador for Burnley Leisure & Culture.
- Promote the organisation and its impact within your networks.
- Support partnership development where appropriate.

WHO WE ARE LOOKING FOR

We are looking for people who:

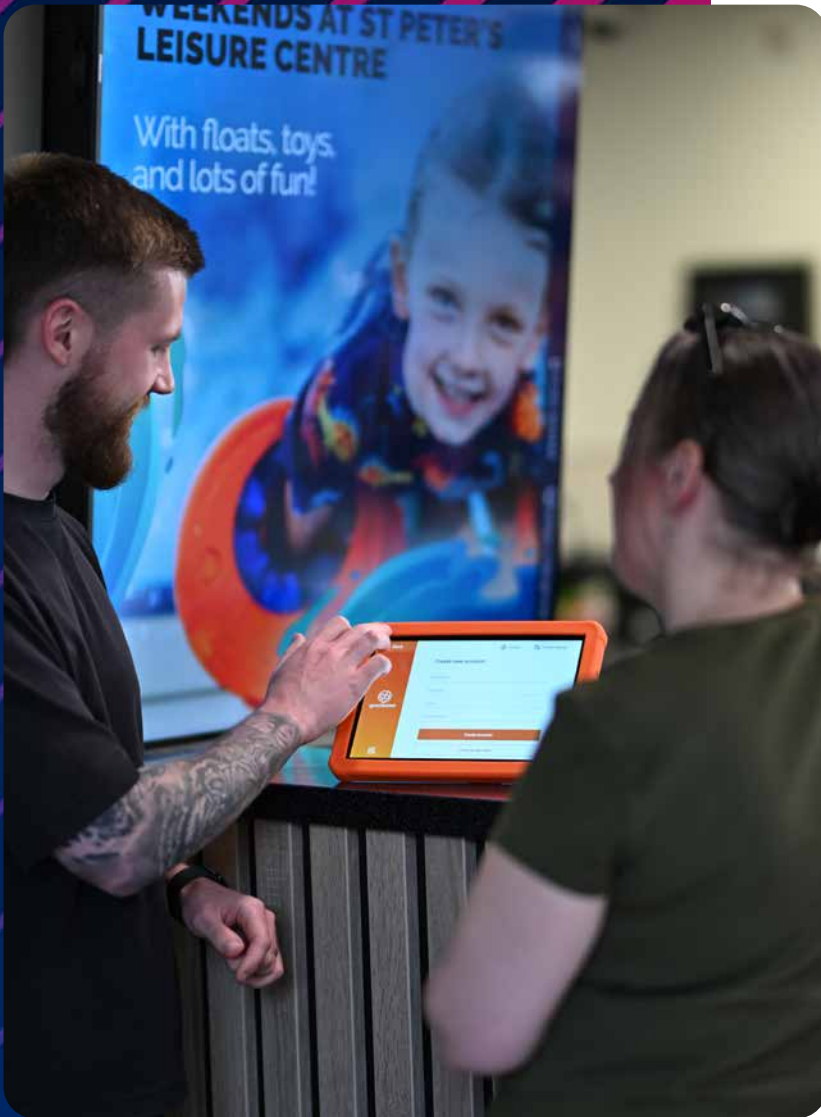
- Are passionate about improving lives in Burnley.
- Share our commitment to health, wellbeing, leisure and culture.
- Can think strategically and contribute constructively.
- Are willing to challenge, support and hold the executive team to account.
- Can bring independent judgement and diverse perspectives.

We are particularly interested in individuals with experience in:

- | | |
|--------------------------------|--|
| • Health and Wellbeing | • Finance and Audit |
| • Culture and Arts | • Human Resources and People Development |
| • Education | • Governance, Legal or Risk Management |
| • Marketing and Communications | • Not-for-Profit Organisations |
| • Commercial Development | |

Diversity of background, experience and thought is actively encouraged





TIME COMMITMENT

Trustee positions are voluntary and unpaid; however, reasonable expenses will be reimbursed.

Expected commitment includes:

- Up to six Board meetings per year.
- Participation in at least one Board committee, task group or working group.
- Preparation for meetings, typically around two hours per meeting.
- Attendance at occasional events and strategic planning sessions.

Board meetings are generally held on Monday evenings.

BENEFITS OF BECOMING A TRUSTEE

As a Trustee you will:

- Make a tangible difference to local communities.
- Support improved health and wellbeing outcomes.
- Develop your leadership and governance experience.
- Expand your professional network.
- Gain valuable strategic and board-level insight.
- Be part of a respected and purpose-driven organisation.

Most importantly, you will help shape services that positively impact thousands of people across Burnley.



GOVERNANCE AND RESPONSIBILITIES

All Trustees are appointed as Directors of Burnley Leisure & Culture and must act in accordance with:

- Charity Commission guidance
- Company law
- The organisation's governing documents
- The Nolan Principles of Public Life

Trustees are expected to:

- Act solely in the best interests of BLC.
- Declare any conflicts of interest.
- Exercise reasonable care, skill and diligence.
- Maintain confidentiality where appropriate.
- Support collective decision-making.

An induction programme will be provided to all successful applicants.



OUR LEADERSHIP TEAM

Burnley Leisure & Culture is led by:



Paul Foster Chief Executive

Supported by an experienced Senior Leadership Team comprising four Heads of Service responsible for delivering our operational, commercial and community objectives.

Together they lead a *talented workforce* committed to providing *excellent services* and experiences for *local residents*.

HOW TO APPLY

If you would like to discuss the opportunity informally, please contact:

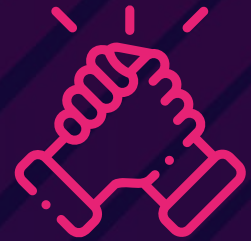
Donna Livesey, Chair

To apply, please submit:

- A current CV
- A short supporting statement outlining your interest in the role and the skills or experience you would bring to the Board

Shortlisted candidates will be invited to an informal interview and discussion with members of the Board.

JOIN US



This is an exciting opportunity to contribute to one of Burnley's most important charitable organisations.

If you are passionate about making a difference, committed to strong governance, and motivated by the opportunity to improve the lives of local people, we would be delighted to hear from you.